United Nations ST/AI/2001/10

Secretariat

31 December 2001

Administrative instruction amending administrative instruction ST/AI/1999/14

Performance appraisal system

Pursuant to section 4.2 of Secretary-General's bulletin ST/SGB/1997/1, the Under-Secretary-General for Management amends as follows administrative instruction ST/AI/1999/14, entitled "Performance Appraisal System":

Section 3.1 is replaced by the text set out below:

"3.1 Except as provided in sections 3.2 to 3.4, the performance cycle shall be annual. In all departments and offices, the cycle shall begin on 1 April of each year in order to promote consistency of approach and to facilitate reporting."

The present instruction shall enter into force on 1 January 2002. Departments and offices that had been using the January-December cycle prior to the entry into force of the present instruction shall use an extended cycle of 15 months (January 2001-March 2002) as a transitional measure.

(*Signed*) Joseph E. **Connor**
Under-Secretary-General for Management

01-72152 (E) 070102